

RECORDS CONTROL SCHEDULE

List No. 2

OFFICE, DIVISION, BRANCH

Approved For Release 2005/11/21 : CIA-RDP78-00487A000100080009-6

CONCURRENCE

NATIONAL SECURITY COUNCIL

TITLE Joseph B. Russell
Records Management Officer

DATE July 31, 1961

ITEM NO.

FILES IDENTIFICATION
(TITLE, DESCRIPTION, ARRANGEMENT, AND INCLUSIVE DATES)

VOLUME
(CUBIC FT.)

DISPOSITION INSTRUCTIONS

1. Official Minutes and Memoranda Approvals of The National Security Council - September 1947 to January, 1961.

40

Documenting the meetings of the National Security Council and consisting of a summary statement listing official participants, Council recommendations, decisions by the President directing a specific action or establishing a specific national security policy, reports considered and briefings and discussions held. Also included are copies of national security policy as approved by the President; selected correspondence by the President, council members, other Cabinet officials and the Joint Chiefs of Staff concerning issues under consideration and NSC staff briefing memoranda; memoranda by the Executive Secretary notifying cabinet officers of implementation responsibilities assigned by the President and letter invitations to non-statutory members to attend specific meetings of the NSC. Correspondence and reports forwarded for information; and memorandum approvals by the President and members of the Council on matters not considered at formal meetings are included as separate segments within this collection.

Official Minutes arranged by individual folder for each meeting and filed serially by number of meeting; informational material and memorandum approvals arranged separately by serial number.

Security Classification: Top Secret.

On file NSC release instructions apply.

Permanent Records. Transfer to CIA Records Center, store for 25 years. At end of 25 year storage period notify NSC Records Management Officer, or responsible successor to:

1. Explore possibility of downgrading security classification.
2. Initiate transfer to the National Archives.

ITEM NO.	FILES IDENTIFICATION	VOLUME	DISPOSITION INSTRUCTIONS
2.	<p><u>President's Committee on Intelligence</u> (Approved for Release 2005/11/21 : CIA-RDP78-00487A000100080009-6)</p> <p><u>Abroad ("Sprague Committee") Central Files.</u></p> <p>Documenting Committee activities directed toward review of findings and recommendations of earlier President's Committee on International Information Activities (1953) and including a survey of U.S. information systems; a consideration of the psychological aspects of U.S. diplomatic, economic, military and scientific programs and reports on activities of private groups and institutions bearing upon foreign attitudes toward the U.S.</p> <p>Records consist of Committee staff papers, special studies, related reports and correspondence and administrative papers arranged alphabetically by subject.</p> <p>Security Classification: Secret</p>	2	<p>Permanent Records. Transfer to CIA Records Center. These records are not to be transferred to National Archives without prior consultation with appropriate NSC and CIA officials. (Ref.: Classified Memorandum by the Acting Executive Secretary, NSC dated 3/22/61 and letter from Mr. Allen W. Dulles, CIA to Acting Exec. Sec'y, NSC, 3/15/61.)</p>
3.	<p><u>Special Staff, NSC Files, 1951 - Jan. 1961.</u></p> <p>Documenting assistance provided by the NSC Special Staff to Special Assistant to the President for National Security Affairs in providing analysis and briefing notes on substantive national security matters and activities related to the Council on Foreign Economic Policy and other interdepartmental organizations. Also included are certain special reports covering key statistical national security data prepared specifically for information of the President.</p> <p>Organized in three sections: 1.) A collection beginning November 1954 pertinent to CFEF activities and containing correspondence, CFEF documents and briefing memoranda prepared by the Special Staff; arranged serially by CFEF document number. 2.) A collection of staff memoranda and briefing notes, beginning in 1952, dealing with substantive matters considered by the NSC Planning Board, OCB and the NSC, arranged alphabetically by subject. 3.) Several ring binder special reports prepared by the NSC Reporting Unit (1952 - 1953) providing key statistical data relating to military programs and other aspects of national Security prepared for the President.</p> <p>Top Secret</p>	8	<p>Permanent Records. Transfer to CIA Records Center, store for 25 years. At end of 25 year storage period notify NSC Records Management Officer, or responsible successor to:</p> <ol style="list-style-type: none"> 1. Explore possibility of downgrading security classification. 2. Initiate transfer to the National Archives.

4.	<p><u>Administrative Files of the National Council, 1948 - Jan. 1961.</u></p> <p>Documenting matters of general administrative nature pertinent to personnel, budgetary and organizational matters, liaison arrangements with other government agencies, routine inquiries and reports. Consists of incoming and outgoing correspondence and internal memoranda arranged by subject numeric filing system.</p> <p>Overall security classification: Top Secret (Bulk classified below Secret.)</p>	CIA-RDP78-00487A000100080008-6	<p>Permanent Records. Transfer to CIA Records Center, store for 25 years. At end of 25 year storage period notify NSC Records Management officer, or responsible successor to:</p> <ol style="list-style-type: none"> 1. Explore possibility of downgrading security classification. 2. Initiate transfer to the National Archives.
5.	<p><u>Inventory of U.S. Broadcasting Facilities - Dec. 1959.</u> (Working papers of the OCB, Technical Panel on International Broadcasting.)</p> <p>Providing an inventory of facilities and equipment used in or suitable for U.S. international broadcasting, including various technical details such as power output, range, specific capabilities, etc. Technical data relates to facilities used by VOA, RFE, RLW, AFN and RIAS collected by the Operations Coordinating Board staff and used in connection with activities of the Technical Panel on International Broadcasting.</p> <p>Arranged in four ring binders according to sponsoring agency and site plans. Official Use Only.</p>	1	<p>Working files duplicating information available from various governmental sources. Transfer to CIA Records Center, retain for five years, then destroy.</p>